

## City Consent Calendar

## SUSANVILLE CITY COUNCIL CONSENT CALENDAR

**Response Requested:** Susanville City Council

**Reason for Inquiry:** Concern was expressed about City of Susanville agenda items listed on the City Council consent calendar and in particular, claims against the City.

**Findings:** The consent calendar is a listing of routine items to be approved in one action by the Council, unless a request is made by a council member or a member of the public to remove an item for further discussion.

Citizens file claims against the City, such as, tripping on a broken sidewalk or actions by city government against a citizen. Recently, a claim was filed against the City and the claim was listed on the agenda's consent calendar; the listing contained absolutely no information as to the reasons for the filing of the claim.

Such claims if filed by citizens, if justified, can have grave consequences for the City, the City's insurance carrier and the citizens of the City.

Claims filed against the City also give citizens an indication of problems in the operation of City government. The claims when filed are public documents so there is no reason a copy of the claims cannot be attached when listed on the agenda.

Additional information about consent agenda items and obtaining public documents:

Extensive information about the number of items contained on consent calendars during the years 1995 and 2003 were obtained. The year 2003 actually had fewer items on the consent calendar.

The City Council adopted Resolution No 02-3524 pm April 17, 2002 creating a procedure whereby citizens can request access to the City's public documents. The City Clerk will furnish the necessary form to any citizen requesting such information and try to furnish such information on a timely basis.

**Recommendation:** All Claims filed with the City and appearing on the council agenda for action should be placed in the agenda with full detail about the claim.